



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies (SA) to report the results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the SA to post a summary of the most recent final administrative review results for each School Food Authority (SFA) on the SA publicly available website no later than 30 days after the SA provides the results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

School Food Authority (SFA) Name: Horizons Residential Care Center

SFA Agreement Number: 1111

Date of Administrative Review (Entrance Conference Date): October 17, 2016

Date review results were provided to the SFA: October 19, 2016

General Program Participation

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

- ☒ School Breakfast Program
- ☒ National School Lunch Program
- ☐ Fresh Fruit and Vegetable Program
- ☐ Afterschool Snack
- ☐ Special Milk Program
- ☐ Seamless Summer Option

2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

- ☒ Community Eligibility Provision
- ☐ Special Provision 1
- ☐ Special Provision 2
- ☐ Special Provision 3

Review Findings

3. Were any findings identified during the review of this School Food Authority?

- ☒ Yes ☐ No

4. Is there fiscal action associated with findings identified during the review of this School Food Authority?

- ☐ Yes ☒ No

SCHOOL NUTRITION SERVICES

SCHOOL OPERATIONS DIVISION

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AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

REVIEW FINDINGS		
A. Program Access and Reimbursement		
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance – Validation of the SFA’s certification of students’ eligibility for free or reduced-price meals benefits
Finding Detail: The Individual Determination Form listed the students as “Free” eligible. While all students at this facility are eligible for Free meal benefits, the statuses of the students should not appear on this form.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification – Validation of the process used by the SFA to confirm selected students’ eligibility for free and reduced-price meal benefits
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming – Validation of the SFA’s meal counting and claiming system that accurately counts, records, consolidates, and reports the number of reimbursable meals claimed by category
Finding Detail: During the month of review (September, 2016) the following dates revealed errors in meal counting and claiming resulting in over-claims: On September 3, 2016, there was an over-claim of one (1) meal; and On September 29, 2016, there was an under-claim of one (1) meal. The claim for reimbursement was correct for the month of review, September 2016.		
B. Meal Patterns and Nutritional Quality		
YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities – Validation that meals claimed for reimbursement contain the required meal components and quantities
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve (OVS)(provision that allows students to decline some of the food components offered) – Validation of the SFA’s compliance with OVS requirements, if applicable
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis – Validation that meals offered to children through the School Nutrition programs are consistent with federal standards for calories, saturated fat, sodium, and <i>trans</i> fat
Finding Detail:		
C. School Nutrition Environment		
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety – Validation that all selected schools meet the food safety and storage requirements, and comply with the Buy American provisions specified by the regulations
Finding Detail: In reviewing the HACCP binder for the current school year, the following sections have not been completed: Food Safety Team; School Description; Equipment Maintenance Schedule; Cleaning Schedule; HACCP Verification; Monthly/Weekly inspections; and Monthly Pest Control Inspection.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School Wellness Policy
Finding Detail: The new requirements of the Local Wellness Policy (LWP), outlined in USDA Policy Memo SP 42-2011, have not all been addressed in the facility’s Local Wellness Policy. Specifically, the following requirements must be addressed: An assessment of the Local Wellness Policy was not provided to the reviewer; and The facility has not complied with the requirement to periodically		

measure and make available to the public an assessment of the implementation of LWP.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods – Validation of the SFA’s compliance with regulations for all food and beverages to students outside of the reimbursable meal
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards – Validation of the SFA’s compliance with required hiring standards and annual training requirements
Finding Detail:		
D. Civil Rights		
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Civil Rights – Validation of the SFA’s compliance with civil rights requirements as applicable to the School Nutrition Programs
Finding Detail: Horizons Residential Care Center did not have the most current USDA nondiscrimination statement on the website.		
In the 2015-16 school year, the Civil Rights Compliance Worksheet was completed for the Central Office; however, the Civil Rights Compliance Worksheet was not completed for the School Site. The Civil Rights Compliance worksheet must be completed for the school site by December 15th of each school year and maintained on file for review by the State Agency (SA) or other regulatory authority.		

E. Resource Management		
YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Resource Management – Validation of the SFA’s compliance with overall financial health of the School Nutrition Program
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other
Finding Detail:		